

**PARKS AND RECREATION COMMISSION MEETING
BANDON CITY HALL
June 16, 2016**

Present: Chair Harv Schubothe (1-1), Commissioners Ollie Jones (1-1), Troy Russell (1-10), Esther Williams (1-4)

Staff: City Planners Michelle Hampton, Brad Owens, Minutes Clerk Blythe Tiffany

Absent: Commissioners Donny Goddard, Zac Pounder

1. Call to Order

The meeting was called to order at 5:30 p.m. by Schubothe.

2. Roll Call

Roll Call was taken as indicated above, with Commissioners reporting their meeting time, listed first, and outside work time.

3. Approval of Minutes

3.1 May 12, 2016

Copies of the minutes of the May 12, 2016, meeting had been provided. Williams moved for approval, Jones seconded the motion, and it was passed unanimously, 4:0.

4. New Business

4.1 Tree Removal

4.1.1 122 NE June Avenue – Jennifer Wirsing

Commissioners had been provided with copies of a written report from Hampton, stating:

In 2014, the property owner, Ms. Jennifer Wirsing had requested to remove the two subject trees. Ms. Wirsing had indicated the trees had been poorly pruned and it did not appear the trees would recover from the damage. At that time the Commission denied the request.

Ms. Wirsing has recently requested approval for a temporary right-of-way improvement permit. The request is to be able to install ¾" to 1" minus crushed rock on portions of June and 1st Street NE rights-of-way, regrade swale to drain to existing catch basin on 1st Street NE, and raise the existing water meter. Ms. Wirsing is requesting to be allowed to remove the two flowering plum trees and replant with different species during this improvement project.

Staff found the application meets the applicable criteria and therefore would recommend approval of the request with the following conditions:

1. All removal and cleanup must be approved by the Public Works Superintendent or designee.
2. All required information, including application for public works permit, liability and insurance, must be submitted to and approved by the Public Works Superintendent.
3. Applicant is responsible for any costs incurred in the removal of the trees.

Hampton noted that the trees appear to be dead, and, as there was no Tree Sub-Committee meeting, she had brought the item directly to the Parks and Recreation Commission.

Russell moved to approve the request, with conditions recommended by staff. Williams seconded the motion, which was passed unanimously, 4:0.

There was some discussion as to the replanting of different species and the timing of the planting, and Hampton noted that Public Works would review all those items.

4.2 Upcoming Schedule: Berm Planting; Landscaping Around Stage; Landscaping Around Neighbors East of the South Ballfield; Playground Task Force

Commissioners had been provided with a report from Hampton, stating:

BERM AND STAGE PLANTING:

The Commission had directed staff to schedule the berm planting for the last two weeks in May. In preparation for the event it was determined staff would need to:

- 1) Purchase materials (plants and any additional soils, etc.)
- 2) Ensure irrigation is available and installed.

A work party would also need to be schedule to clear the existing berm of noxious vegetation (weeds, ivy, etc.) and prep the site for planting.

Due to personal time off, this project was not scheduled for May. The Commission should discuss when the next dates for this project should be scheduled.

PLAYGROUND TASK FORCE

Staff has requested June 22, 2016 at 3:00 p.m. be set as the meeting date and time for the next Playground Task Force meeting.

It is imperative the sub-committee meet and move forward with replacing the playground equipment. Another piece has been removed and cannot be replaced. Staff will give a verbal update at the meeting.

Hampton noted that there is irrigation in place now.

Russell noted the upcoming concert series and suggested that work be done around the stage at this time, and hold off on planting the berm until Fall. During further discussion, he noted that the Youth Center will have a program in mid-July, making teens available to assist with this kind of project. He noted that it would be timely with the concert series coming up, and added that this same group of teens could also assist with weeding.

Hampton pointed out Russell's work in creating the amphitheater seating area. It was noted that the grass is growing and the area looks "fantastic." The other Commissioners present thanked Russell for all his work on the project.

Hampton noted that it might be necessary to form a special work party to weed the berm, as the coming months are a very busy time for Public Works. In response to a question from Jones, she noted that the landscaping around the neighbors east of the south ballfield will probably not take place until Fall, as there is no irrigation available in that area. Hampton also noted the extreme importance of the Playground Task Force meeting, as the playground equipment is failing, and due to age cannot be repaired, but must be replaced.

5. Old Business

5.1 Harvard Street Neighborhood Park – Update from the Committee for Citizen Involvement (CCI)

Schubotho stated that the CCI is ready to talk about a neighborhood meeting in the Fall, and would like to meet with the Parks and Recreation Commission to discuss how it should go. He noted that the CCI Chair is trying to schedule a meeting in the area, that people in the area are excited about the concept, but have expressed concerns about the homeless hanging out there and potential drug use. There has also been some interest expressed in a mini dog park.

Jones inquired about a grant application, and Hampton stated that the deadline had been missed.

Schubotho noted that the City has limited resources, and having this neighborhood meeting will raise expectations which the City very well may not be able to meet.

Hampton stated that the City's lack of financial resources will have to be made known up front, and it will have to be explained to the people that the neighborhood meeting is part of a planning process which will take time.

5.2 City Park

RC Track

Hampton introduced Glenn Hamilton, 47423 Hwy 101, to discuss possible installation of an RC (Radio Controlled) vehicle track in the City Park, south of the current BMX Pump Track. Hamilton stated that there is a large number of people who enjoy the RC hobby, and would be interested in an off-road type of track which would not require a great deal of grooming. He stated that he could make it happen, as he is aware of unlimited resources available to be donated, including bricks, stone and wood. At some point in the future, he could see having organized race events, though for now the interest is just in bringing people together to enjoy this hobby. He noted that he has been in contact with the local bike shop with regard to the pump track maintenance and the use of facilities.

There followed a lengthy discussion and exchange between Hamilton and various Commissioners, dealing with various issues. On the subject of maintenance, he stated that sporadic weeding should be the only issue, and he could set up a committee, if needed, to oversee that. He added that he would like to promote the use of electrics, as they are more "friendly," and not annoying (noisy, smelly).

With regard to construction of a platform for the operators, and the various rocks, wood and other items to be placed in the track, it was noted that the City would need to work with the group to assuage liability concerns, and signage would need to be provided, informing people and listing rules. The overall goal would be to make it available for a variety of uses.

Hamilton noted that the group had gotten a little ahead of themselves, with some materials already on-site; he noted that the track had already been marked out.

In further discussion, the Commission indicated general support of the concept, but felt that a site visit would be in order before giving permission for any work to be done. It was agreed that, as the area had already been marked out, the Commission would make a site visit immediately following this meeting, and perhaps be able to render a decision at that time.

Swimming Pool

Hampton noted that the Commission had been provided with pictures which show that the swimming pool path had been put in. She stated that the Pool committee apparently has different committee

members going different directions and not communicating with one another. Someone from the Army Corps of Engineers was in Bandon today, inspecting the path (which had materials in the wetlands, and apparently gave it the OK.

Hampton pointed out that it was the City's understanding that the Pool committee would return with a final plan and a description of materials to be used, etc., but that did not happen. She noted that, as the Army Corps of Engineers had OK'd it, that should be sufficient for the City, as well.

Russell stated that he felt "violated" by the Pool committee by the way it has moved forward on this. He stated that there were signs nailed to trees and a power pole in City Park—a clear violation of City ordinance.

Hampton stated that she would contact them the following day in this regard.

Jones inquired regarding the possible liability issue which had been previously discussed, and Hampton replied that "higher authority" had indicated that no further action was necessary on this issue.

Russell stated that he is all for a pool, but the pool committee needs to "behave," as the City Park does not belong to them.

Park Maintenance

Jones stated that she had been approached by a group of citizens who have complained that the park looks terrible, and want to know when it will be mowed and when the garbage will be picked up, and other related questions.

In the discussion which followed, it was noted that the City has limited resources and manpower, and park maintenance is not at the top of any list. Hampton pointed out that the City had put a measure on the ballot a few years ago which would have provided money for park maintenance, but it was voted down.

Schuboth noted some frustration with that issue, pointing out that, if people want a service, there is a cost involved.

Crossing to Bathrooms

Russell pointed out that people are crossing the street to get to the bathrooms and walking right next to the camp host's trailer, rather than using the path set out for that purpose. He wondered if some kind of lattice screening might not be helpful, with signs directing people to the proper and safe crossing spot.

5.3 Playground Task Force (See Item 4.2, above)

5.4 Oregon Parks and Recreation Department (OPRD) Grant – Update

Hampton reported that the City had not been successful in its grant application, and indeed, had ranked lower than it ever had before (24 out of 37). However, in the comments received, it had been suggested that the City apply to OWEB (Oregon Watershed Enhancement Board) and LWCF (Land and Water Conservation Fund) for grants, especially with regard to the bioswale and foredune enhancement items. This was the first time any such suggestion or encouragement had been offered.

Schubotho commented that it was good to get such feedback and possible direction.

Hampton stated that she would be looking into the grant cycles for those two organizations.

5.5 Monthly Finance Report

Hampton reported that she had been advised that the report that she had was inaccurate, and stated that she hoped to have a report for the next meeting.

6. Staff Update – None

7. Commission Liaison Reports

7.1 Bandon Arts Council

There was some question as to whether there was a need for this, as the City has done some reorganizing in this area. Staff will look into it.

7.2 Committee for Citizen Involvement (CCI) (See Item 5.1, above)

7.3 Tree Sub-Committee – No meeting

8. Public Input – None

9. Open Discussion/Commissioners' Comments

Schubotho invited all to the Alive after Five event tomorrow from 5-7 p.m.: Wine glasses will be sold at Brewed Awakenings and Edgewater's.

Schubotho reported that the Greater Bandon Association and the City will be looking at having a new RARE/Americorps person in September. He noted that the one that had been here had to leave, due to family illness. The new person is currently working as an intern in Coberg, focusing mainly on parks.

Williams inquired as to the school's summer lunch program, and Russell stated that Bandon will be piggybacking on North Bend's program, with the Lions Club to oversee the meals distribution at Harbor Lights Middle School gym. The program begins Monday.

Williams announced "Comedy at Brewed Awakenings" to take place on Tuesday from 7-8 p.m.

10. Other

Hampton stated that she will be gone for two weeks in July, so the July meeting will either be canceled or staffed by Brad Owens.

11. Adjournment

Reminding Commissioners of the site visit to the RC track at City Park immediately following, the meeting was adjourned at 6:50 p.m.

Blythe Tiffany
Minutes Clerk